

Post: **Subject Teacher**

Salary: **Main Scale – Upper Pay Scale**

Responsible to: **Subject Leader**

All staff of Kings Priory School should:

1. Promote and support the distinctive Christian character of the School as demonstrated through its ethos and worship, service to the community, promotion of spiritual and moral values and its commitment to community cohesion.
2. Understand the concept of *in loco parentis* and be concerned for the development and well-being of each pupil as a whole person through pastoral and spiritual leadership.
3. Contribute to the whole professional life of the School which has successful teaching and learning as its core purpose supported by all staff contributing to Woodard's commitment to each pupil gaining meaningful enriching experiences.

JOB PURPOSE:

To be responsible for providing high quality and engaging class teaching in accordance with the agreed schemes of work of the department, and accountable for the progress of pupils in allocated classes

The duties below provide a summary of the main areas of responsibility, and should be read in association with the current school teachers' pay and conditions document and with reference to the Teachers Standards 2012.

MAIN DUTIES:

- To be responsible for providing stimulating, engaging and purposeful learning experiences for pupils in accordance with agreed schemes of work and relevant statutory requirements.
- To teach classes as timetabled by preparing lessons thoroughly, using teacher planner, recording work to be undertaken and identifying extended learning opportunities.
- To be a proactive member of the subject department and participate in departmental planning and development, including agreeing aims and policies, schemes of work, and review and development of the department handbook.
- To provide performance and target setting data as required regarding pupil progress
- To be accountable for pupil performance and standards achieved in groups taught.
- To ensure all lessons are appropriately planned allowing for lesson objectives to be clearly communicated to pupils.

- To ensure work is appropriate to the needs of each group, and that learning activities are motivating and challenging
- To utilise a variety of resources and pedagogical styles to suit the differing aptitudes, learning styles and interests of pupil learners
- To motivate and stimulate pupil interest in the subject through maintaining high quality displays in the classroom and immediate vicinity.
- To create and maintain a welcoming, well-ordered teaching base, which is inviting and where there is a sense of purpose
- Liaise with curriculum team leader and/or Chapter manager (as per referral procedures) regarding any concerns.
- To liaise with teaching assistants, as allocated, regarding how their skills and presence can be effectively used to progress teaching and learning..
- To be prompt to teaching bases to receive pupils and ensure that lessons begin punctually and purposefully.
- To manage the arrival and departure of pupils to and from lessons in accordance with y procedures
- To uphold school expectations regarding pupil conduct, and deal with any unacceptable behavioural incidents as per school procedures
- Be vigilant within the classroom and its immediate environment, challenging and dealing with unacceptable conduct
- To complete such reports so may be required regarding pupil progress
- To attend consultation evenings with parents as agreed in the annual calendar
- To keep abreast of developments, local and national, within the subject area
- To contribute to departmental and other meetings as per agreed schedule
- To mark pupils' work regularly, keeping accurate records of assessments made, setting specific targets for improvement and future progress
- To write annual progress reports for all pupils taught in accordance with the agreed reporting schedule and within agreed timeframes
- To undertake the responsibility and duties of form tutor as required in accordance with the School's guidelines and procedures, promoting positive values in the relationships formed with the tutor group
- To meet with parents to further pupils' as may reasonably be required
- To promote the use of the School and departmental rewards system
- To participate in the annual performance management process.
- To be alert to the health and safety of the working environment and to advise the line manager of any health and safety concerns.
- To carry out any other duties as may reasonably be required by the Head of Senior School or the Principal.

This job description may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations in relation to the post holder's professional responsibilities.